

# PD-03 Conditions for Use of Logos & Certificates

## 1. INTRODUCTION

QUALITY ASIA shall issue a certificate when the client complies with all the requirements for certification. All certificates issued by QUALITY ASIA shall remain the property of QUALITY ASIA and must be returned when requested. The certificates are issued for a period of three years and have validity as stated in the certificate. After the issue of the certificate the client is authorised to use the certification mark or the logo in advertising in conformity with the following requirements.

## 2. GENERAL CONDITIONS FOR USE OF LOGO & CERTIFICATES

2.1 The client is authorised to use the certification mark or its logo in advertising matter and while using this mark or logo the client shall ensure that it: -

- Conforms to requirements of QUALITY ASIA when making reference to its certification status in communication media such as Internet, brochures or advertising or other documents.
- Does not make or permit any misleading statement regarding its certification.

Issued by: <u>Management Representative</u>		Approved by: <u>Managing Director</u>	<b>MASTER COPY</b>
PD No. 03	Issue No. 01 Issue Date 01.04.2023	Revision No. 01 Rev. Date: 28-07-2025	Page 1 of 9

- Does not use or permit the use of the certification document or any part thereof in a misleading manner.
- Upon suspension or withdrawal of its certification, discontinues its use of all advertising matter that contains a reference to certification, as directed by Conforms to requirements of QUALITY ASIA.
- Amends all advertising matters when the scope of certification has been reduced.
- Shall not use the certification information in a manner to imply that the product or service is certified. The certification mark or logo shall not be used on a product or product packaging as this could be interpreted as denoting product conformity.
- The logos shall also not be applied to laboratory test, calibration or inspection reports or any form of certificates issued by educational institutions as such reports/ certificates are deemed to be products in this context.
- Does not imply that certification applies to activities that are outside the scope of its certification.
- Shall not use the certification in such a manner that would bring conforms to requirements of QUALITY ASIA and /or the certification system into disrepute and lose public trust.
- Logo shall not be applied on visiting cards.

2.2 Whenever the Accreditation Mark is to be used by Conforms to requirements of QUALITY ASIA certified clients, it is to be accompanied by the QUALITY ASIA logo, & both marks are to be proportioned so that neither has obvious precedence or prominence over the other and its use is limited to stationery, literature and other written promotional materials.

Issued by: <u>Management Representative</u>		Approved by: <u>Managing Director</u>	<b>MASTER COPY</b>
PD No. 03	Issue No. 01 Issue Date 01.04.2023	Revision No. 01 Rev. Date: 28-07-2025	Page 2 of 9

2.3 The Certification Body / Accreditation Body Logo may be uniformly reduced or enlarged but shall not be less than 15 mm in height and not less than 12mm in width (minimum size 15x12mm.), but both the symbols should be legible

2.4 The symbols may be reproduced electronically, provided that the requirements of the respective accreditation's bodies, as described in this procedure, are met and distortion and /or degradation does not occur

2.5 Whenever a subsidiary belonging to a group has been certified there shall not be any confusion as to which part of the group holds the certification and it shall not imply that the other subsidiaries have been certified

2.6 Where the organisation ( the client) wishes to make reference to its certification instead of using the symbols of the certification & accreditation bodies, the organisation shall use without variation the phrase "An ISO XXXXX:XXXX Certified Company" (identify the applicable ISO standard namely ISO 9001: 2015, ISO 22000: 2018, ISO 14001: 2015 etc.).

2.7 Use of Certification Marks/Accreditation Mark/IAF MLA Mark/ILAC MRA Mark

- Certified clients are authorized to use only the Quality Asia Certification Mark for promotional purposes, in compliance with this procedure.

Issued by: <u>Management Representative</u>		Approved by: <u>Managing Director</u>		<b>MASTER COPY</b>
PD No. 03	Issue No. 01 Issue Date 01.04.2023	Revision No. 01 Rev. Date: 28-07-2025	Page 3 of 9	

- Certified client only to be used the NABCB Accreditation mark only if explicitly permitted by the Quality Asia, and only together with the CB's mark
- The IAF MLA/ILAC MRA Mark shall NOT be used by clients under any circumstances. These marks are reserved for use by Quality Asia on issued certificates only.
- The Certification Marks/Accreditation Mark shall not:
  - Be used on products or product packaging, test reports, inspection reports, calibration reports, or in any way that implies product certification.
  - Be applied on visiting cards or in a manner that misleads or implies accreditation of activities outside the certified scope.
  - Be altered in design, proportion, or color. The minimum size shall ensure clear visibility (not smaller than 15 mm in height).

## 2.8 Conditions for Use in Advertising and Communication

Clients shall ensure that the certification reference:

- Is limited to the certified scope.
- Does not create the impression that Quality Asia or NABCB approves or certifies any product, process, or service.
- Is discontinued immediately if certification is suspended, withdrawn, or reduced in scope.

## 2.9 Misuse of Certification Mark

Issued by: <u>Management Representative</u>		Approved by: <u>Managing Director</u>		<b>MASTER COPY</b>
PD No. 03	Issue No. 01 Issue Date 01.04.2023	Revision No. 01 Rev. Date: 28-07-2025	Page 4 of 9	

Misuse includes, but is not limited to:

- Unauthorized use of Quality Asia/NABCB or IAF MLA/ILAC MRA marks.
- Use of the certification mark on uncertified products or processes.
- Misleading claims or misrepresentation of certification scope.

Actions for misuse:

- Immediate removal of offending material.
- Suspension or withdrawal of certification if misuse is not corrected.
- Possible publication of the violation in case of fraudulent misuse.

## 2.10 Change in Logos

- If Quality Asia updates its certification mark, certified clients shall adopt the new mark in their next printing cycle.
- Previously printed materials may be used until they are exhausted, provided there is no misleading representation.

## 3.CERTIFICATION BODY LOGO

The QUALITY ASIA certification mark may only be reproduced as shown in the attachment 1.

Issued by: <u>Management Representative</u>		Approved by: <u>Managing Director</u>	<b>MASTER COPY</b>
PD No. 03	Issue No. 01 Issue Date 01.04.2023	Revision No. 01 Rev. Date: 28-07-2025	Page 5 of 9

## 4. ACCREDITATION BODY LOGO

The accreditation mark shall be reproduced as shown in the attachment 1.

## 5. MISUSE

The misuse of marks or certificate shall result in the following actions.

### 5.1 INNOCENT MISUSE

- Immediate withdrawal of the offending literature by the client, or
- Suspension of approval (certification) until misuse is rectified.

If action is not taken to rectify the misuse within a reasonable time, the approval will be withdrawn.

### 5.2 NEGLIGENT / FRAUDULENT MISUSE

- Withdrawal of approval together with publication of the reason for withdrawal.

Misuse is deemed negligent / fraudulent where the mark is knowingly or carelessly misused. Repeated “innocent” misuse would be deemed negligent.

Issued by: <u>Management Representative</u>		Approved by: <u>Managing Director</u>		<b>MASTER COPY</b>
PD No. 03	Issue No. 01 Issue Date 01.04.2023	Revision No. 01 Rev. Date: 28-07-2025	Page 6 of 9	

## 6. WITHDRAWAL OF CERTIFICATION

In the event that approval is withdrawn, the client shall immediately cease use and distribution of any literature, stationary etc. bearing the mark. The artwork supplied and all the original approval certificates are to be returned to QUALITY ASIA.

## 7. CONTRACTUAL OBLIGATION

7.1 Correct use of QUALITY ASIA certification and the accreditation body mark is a contractual obligation that the client undertakes to comply with as per agreement signed with QUALITY ASIA

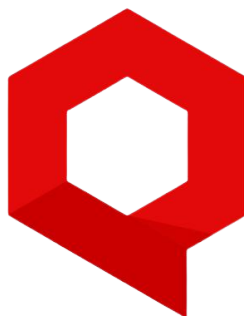
7.2 Where the QUALITY ASIA certification and accreditation body marks have been used by the client, their use is to be reviewed at all surveillance and recertification audits to ensure that their use is correct and in accordance with the requirements identified in this document.

7.3 Any misuse of the logo shall be brought to the attention of the client and included in the surveillance or the re-certification audit reports.

7.4 It is likely that in some cases the client may have to update the logos and they still may have stationery and brochures showing the previously issued QUALITY ASIA certification and the accreditation body logos. Under such circumstances, it is permissible for the client to continue use of the previously issued logo on the understanding that the new logos must be used in the next printing.

Issued by: <u>Management Representative</u>		Approved by: <u>Managing Director</u>	<b>MASTER COPY</b>
PD No. 03	Issue No. 01 Issue Date 01.04.2023	Revision No. 01 Rev. Date: 28-07-2025	Page 7 of 9

### Attachment -1 QUALITY ASIA LOGO - Quality Asia Certification Symbol -



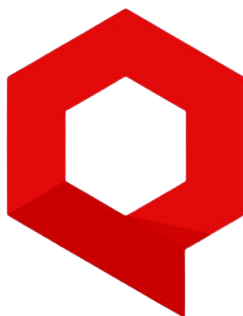
ISO-YYYY

QA-#####

YYYY is the related to ISO standard

QA-##### is the certificate No. of the client

### Attachment -1 ACCREDITATION BODY LOGO - NABCB Accreditation Marks - Only to be used with Quality Asia Mark



ISO-YYYY

XX000

QA-#####

Issued by: <u>Management Representative</u>		Approved by: <u>Managing Director</u>	<div style="border: 2px solid red; padding: 5px; text-align: center; color: red; font-weight: bold;">MASTER COPY</div>
PD No. 03	Issue No. 01 Issue Date 01.04.2023	Revision No. 01 Rev. Date: 28-07-2025	





**QUALITY ASIA**  
Certifications Private Limited

**QUALITY ASIA CERTIFICATIONS PVT. LTD.**

**212, Bhera Enclave, Paschim Vihar, New Delhi-110087**

XX000 is the Alpha Numeric Accreditation Number granted by NABCB to the CAB

YYYY is the related to ISO standard

QA-##### is the certificate No. of the client

Issued by: <u>Management Representative</u>		Approved by: <u>Managing Director</u>	<b>MASTER COPY</b>
PD No. 03	Issue No. 01 Issue Date 01.04.2023	Revision No. 01 Rev. Date: 28-07-2025	Page 9 of 9

PUBLIC DOCUMENT